



CITY OF MIAMI SPRINGS, FLORIDA

DISABILITY ADVISORY BOARD

AGENDA

Thursday, February 6, 2014

7:00 p.m.

City Hall - Council Chambers

201 Westward Drive - Miami Springs

Catherine Stadnik

Roslyn Buckner

Grace Bain

Richard Barnes

- 1) Call to Order/Roll Call
- 2) Approval of Minutes: March 15, 2000
- 3) Old Business: None.
- 4) New Business:
 - a) Appointment of Chair and Vice Chair
 - b) Appropriating the Usage of Annual Funds Received from the County for Disabled Permit Parking Fines
- 5) Adjournment

CITY OF MIAMI SPRINGS DISABILITY ADVISORY BOARD

Meeting Summary

March 15, 2000

The **City of Miami Springs Disability Advisory Board** met at 7:05 p.m. on Wednesday, March 15, 2000 at the city's senior center facility located at 343 Payne Drive, Miami Springs, Florida.

Board Members Present:

Judy Anderson, Chairperson
Jo-Ann Bender
Denny Hubbard
Noel Pereda

Excused Absence:

Catherine Stadnik

Others Present: Jim Borgmann, Assistant City Manager
Karen Rosson, Social Services Director

Function and Responsibilities of the Board

Assistant City Manager, Jim Borgmann, briefly reviewed the function and responsibilities of the Disability Advisory Board and reminded the group that their function was to provide input to the City Council and administrative staff on appropriate programs, plans, and projects to be implemented by the City to assist and benefit all people with disabilities. It was reiterated that the board has the responsibility of recommending an appropriate usage of the funding available from Dade County Disabled Permit Parking Fines to provide or improve disability related services, programs and accessibility. The City has the responsibility of identifying additional sources of revenue and the City Council would formally review recommendations and approve projects .

Mr. Borgmann explained that approximately 1/3rd of the funding received from parking fines goes to county administrative costs. Of the remaining 2/3rds, approximately 30% is given to the county and 70% is appropriated to the governmental entity in whose jurisdiction the ticket was written. The City must match their appropriation by 100%. Mr. Borgmann indicated that this year's award of \$2,552.65, which was smaller than previous years, could be due to less citations issued throughout the year or due to better compliance of the law by drivers.

Approval of Minutes

Chairperson Judy Anderson moved that the minutes of the January 8, 1997 be approved, Jo-Ann Bender seconded, and all voted approval. Ms. Anderson also moved that the minutes of the January 27, 1999 meeting be approved, Denny Hubbard seconded, and approval was unanimous.

Review of 1999 Handicap Parking Violation Funds

Mr. Borgmann stated that the City did not expend last year's funding of \$2,730.13, that it will be added to this year's \$2,552.65, and the City will match the combined amount of \$5,282.78 by 100% for a total of \$10,565.56. Last year's priority projects recommended by the Disability Advisory Board during their 1/27/99 meeting were: 1) redesigning and rebuilding of the ramp and landing to the Miami Springs Public Library's main door; 2) creating an ADA accessible, unisex bathroom at the library; 3) purchasing and installing single partition benches along Curtiss Parkway; and 4) improving the parking area around Stafford Park for the wheelchair bound and install wheel-paths to the Vita Course and bathrooms.

Discussion Regarding Use of Handicap Parking Violation Fines in 2000

In reference to the first and second projects, Mr. Borgmann explained that he had been in touch with David Sarussie from Miami-Dade's Maintenance Department regarding the possibility of the County building an ADA accessible bathroom at the library and revamping the front ramp. Renovations to be made at the library in May would be to remove asbestos floor tile, carpet and ceilings and would not include these projects at this time but could in the near future with the city's financial assistance. It was suggested that Library Branch Manager, Carol Davis, be contacted regarding the number of people utilizing this facility and that Mr. Borgmann send a letter to Miami-Dade asking for additional funding consideration based on these statistics that will show the Miami Springs branch to be one of the busiest.

Board Chair, Judy Anderson, asked if the board had to follow the previous year's recommendations and Jim Borgmann replied that priorities can change based on available funding and the board's wishes. Board members expressed that they felt handicapped access to the Stafford Park bathrooms was still a priority and that the parking issues (project #4) should be improved. Jim Borgmann stated that these projects might be accomplished through the Dade League of Cities' Safe Neighborhood Park Bond money as the municipalities of Miami-Dade requested that funds be spent to bring parks up to ADA standards. It is possible that projects #1, 2, and 4 may be taken care of with other funding, according to Jim Borgmann. As an Eagle project, a local Boy Scout will build two benches with the help of his troop and donate them to the City.

Jo-Ann Bender asked about the post office's exterior and interior glass doors that should be replaced with automatic doors. Jim Borgmann indicated that it was a Federal facility and that improvements would fall under their purview. Ms. Bender thought additional parking spaces were needed to access the downtown area.

Mr. Borgmann informed the board that the lot behind the shops of the 100 block of Westward, purchased with Law Enforcement Trust Funds, would soon be paved as a police vehicle lot. This new lot would clear parking spaces from the existing lot.

Judy Anderson asked about the steps outside of Miami Springs' Pharmacy and how they could be improved as they are too steep. Jim Borgmann said the steps are on a County road (which has been raised and now creates a flooding problem for the "Supercuts" business) and the County might look into that. Noel Pereda commented that many areas in Miami Springs do not have sidewalks and this is dangerous to wheelchair bound citizens who must utilize streets to travel by.

Mr. Borgmann indicated that it would be unlikely that the City would force homeowners to install sidewalks if they haven't had any before. Mr. Pereda also asked if there was any way to provide better access to Prince Field and the baseball games as a resident in a wheelchair had great difficulty getting through a northeast gate due to tree roots. He asked if the tree roots could be removed or the gate relocated. Judy Anderson asked for suggestions on how the city could make more headway in accomplishing some of these goals as she felt the board was "spinning their wheels." Jim Borgmann, now serving as assistant city manager and recreation director, was hopeful that a new recreation director would be hired in October and could "step up to bat" with overseeing some of these projects.

The Board concluded that the same priorities should stand from last year and further fund-raising efforts should be undertaken to better afford some of these projects.

Adjourn

At 8:00 p.m., with no further business to be discussed, Judy Anderson moved that the meeting be adjourned. The motion was seconded by Denny Hubbard and unanimously approved.

Respectfully Submitted by Karen Rosson



CITY OF MIAMI SPRINGS
Finance Department
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: (305) 805-5035
Fax: (305) 805-5018

TO: Members of the Disability Advisory Board

VIA: Ronald Gorland, City Manager *Ron*

FROM: William Alonso, CPA, CGFO, Assistant City Manager/Finance Director *WAlonso*

DATE: January 28, 2014

SUBJECT: **Board Functions and Responsibilities**

The City Administration would like to extend a welcome to the members of the Board and to thank each of you for your service to the community in undertaking this task.

I am attaching (pages 1 thru 3) a copy of the city ordinance which governs your Board. Pages 2 thru 3 cover the duties of your Board. The Board's main function is to provide input to the City Council and administrative staff on any programs or projects to be implemented by the City for the benefit of all people with disabilities. The Board also has the responsibility of recommending an appropriate usage of the annual funds received from the County for Disabled Permit Parking Fines.

Pages 4 thru 7 of the attached represent the \$9,184 received from these fines for FY2013 and which are currently available for any particular project/plan that the Board would recommend to the City Council.

Thank you again for your service and please feel free to contact me if you need any further information or have any questions or concerns regarding the duties and responsibilities of the Board.

ARTICLE XIII. DISABILITY ADVISORY BOARD

Sec. 32-85. Creation.

It is the intention of the City to create an advisory board composed of persons representing a broad range of disabilities to provide input to the City Council and the City administrative staff on appropriate programs, plans, and projects to be implemented by the City to assist and benefit all people with disabilities.

(Ord. 828-95, passed 12-11-95)

Sec. 32-86. Terms of office.

The Disability Advisory Board shall consist of five members. Each member of the City Council, including the Mayor, shall appoint one board member for a three-year term. Members shall be qualified electors of the City and shall represent a broad range of disabilities or disability groups or organizations. If, for any reason, an appointment should not be made to fill an expired term, the incumbent will continue to serve until a successor has been appointed. No board member shall serve on any other board or commission of the City while holding this office. No board member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for two years thereafter, unless the appointment for any subsequent additional term shall be confirmed by a majority of City Council.

(Ord. 828-95, passed 12-11-95; amend. Ord. 851-99, passed 3-22-99)

Sec. 32-87. Vacancies.

In the event of the death, removal, or resignation of a board member, a successor shall be appointed to fill the unexpired term by the City Council member who made the original appointment. In the event the original City Council member is no longer in office, the successor in office shall fill the unexpired term.

(Ord. 828-95, passed 12-11-95)

Sec. 32-88. Chairman.

The board shall elect its own chairman, who shall serve at the will of the board. In addition, the board shall determine the chairman's term of office and number of terms that may be consecutively served.

(Ord. 828-95, passed 12-11-95)

Sec. 32-89. Procedural rules and regulations.

The board shall prescribe and adopt its own rules and regulations. However, the board shall comply with the following:

- (A) All meetings of the board shall be open to the public.

- (B) The board shall keep minutes of its proceedings, showing the vote of each member on each question or, if absent or failing to vote, indicating that fact. In addition, the board shall keep records of all its proceedings and other official actions, all of which shall be immediately filed in the City Clerk's office, and shall be a public record.
 - (C) Board action shall require the presence of a quorum of three board members.
 - (D) All actions of the board shall be approved by a majority vote, except that no less than three like votes are required if less than the entire board is voting.
- (Ord. 828-95, passed 12-11-95)

Sec. 32-90. Consultant or support services.

The board shall act only in an advisory capacity to the City Council, and all consultant or support services to be furnished to the board must be requested from and approved by the City Council prior to the services being secured. In no way can any act of the board exceed the specific authorization and power conferred upon it by the City Council.

(Ord. 828-95, passed 12-11-95)

Sec. 32-91. Duties and responsibilities.

The board's duties and responsibilities shall be as follows:

- (A) To advise the City Council and the City administrative staff on appropriate programs, plans, and projects to be implemented by the City to assist and benefit all people with disabilities.
- (B) To advise the City Council and the City administrative staff on methods of providing and improving accessibility programs, services, and activities for people with disabilities.
- (C) To advise the City Council and City administrative staff on the appropriate use of funding that may be available to provide or improve disability related services and programs.
- (D) To advise the City Council and the City administrative staff on compliance procedures, accountings and other reporting documentation that may be required by all governmental entities providing funding or grants for City disability programs and services.
- (E) To receive, review and discuss proposals for disability programs, plans, projects, and services received from the City or its citizens.
- (F) To institute special studies, surveys, or reviews of disability programs, plans, projects, or services received from the City Manager or the City Council.
- (G) To enlist and encourage public support, the assistance of civic, technical, scientific, and educational organizations, and the cooperation of other businesses and organizations in order to implement programs, plans, projects, and services approved by the City Council.

BOARDS, COMMISSIONS, COMMITTEES

- (H) To maintain all information, data, exhibits, and other materials and documentation gathered relating to all plans, projects or, services that improve the quality of life for persons with disabilities.
 - (I) The Board shall appoint one of its members at the beginning of each calendar year to act as a liaison with the City Administrative Staff in conducting an annual ADA self-evaluation of the City. The Liaison member shall present the completed evaluation to the full Board no later than June 15th of each year, and the Board shall then issue its report on the evaluation, including comments, suggestions, and courses of future action, to the City Manager and City Council for review, comment and further action or implementation.
 - 1. The evaluation shall include a plan for curb cut and sidewalk installation, restoration or modification in order to better facilitate accessibility within the City.
 - 2. The evaluation shall also include a review of disability parking issues and the general accessibility of parking areas to the disabled within the City.
 - (J) At all relevant times, either the Board, or its annually designated liaison, shall assist the City Manager and the City Public Information Specialist in the dissemination of all disability related information, notices and documentation to all sources of public notice available to the City.
- (Ord. 828-95, passed 12-11-95; amend. Ord. 976-09, passed 3-23-09)



OFFICE OF THE MAYOR
MIAMI-DADE COUNTY, FLORIDA

CARLOS A. GIMENEZ
MAYOR

June 20, 2013

Ronald Gorland, City Manager
Office of the City Manager
City of Miami Springs
201 Westward Drive
Miami Springs, FL 33166

Dear Mr. Gorland:

Miami-Dade County (County) is commencing the process for the Fiscal Year 2012-2013 Parking Fines Reimbursement Program. The Interlocal Agreement between the County and the municipalities has been revised. In order to participate in the program, each municipality must submit a new executed Interlocal Agreement and the annual Affidavit (enclosed). The executed Interlocal Agreement will remain on file until further notice. The Affidavit states that the funds reimbursed shall be used to improve accessibility and equal opportunity to qualified persons who have disabilities in the municipality and to conduct disability public awareness programs.

Reimbursements to municipalities are based on a percentage of revenue collected during Fiscal Year 2011-2012. The amount is determined by calculating the total amount of fine collected on tickets issued in a municipality divided by the total number of tickets paid countywide. Funding estimates include a percentage of the carryover monies that were not distributed to any municipality in the previous year.

The City of Miami Springs is entitled to \$9,184 as a result of fines collected in the previous fiscal year and unspent funds from other municipalities. The aforementioned Affidavit must be submitted within 60 days of the date of this letter to receive these funds.

In accordance with Section 30-447 of the Code of Miami-Dade County, parking fine funds generated from the misuse of marked spaces for people with disabilities is used in the following manner:

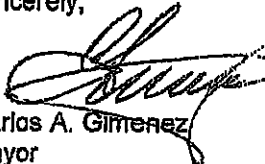
- One-third of the funds are to be used to defray the Clerk of Courts' administrative expenses, and
- Two-thirds of the funds are to be used to improve accessibility and equal opportunity to qualified physically disabled persons and to provide funds to conduct public awareness programs concerning physically disabled persons. Of this amount, 30 percent is retained by the County for countywide purposes, in accordance with State law and 70 percent is allocated to the governmental entity having jurisdiction over the violation.



Page 2

If you need additional information regarding the Parking Fines Reimbursement Program, please contact Heidi Johnson-Wright, ADA Coordinator at 305-375-3566. Please return the Interlocal Agreement and Affidavit to the attention of Ms. Johnson-Wright at Miami-Dade County, Internal Services Department, 111 NW 1st Street, 24th Floor, Miami, FL 33128.

Sincerely,



Carlos A. Gimenez
Mayor

Enclosures

c: Edward Marquez, Deputy Mayor, Miami-Dade County
Lester Sola, Director, Internal Services Department
Jennifer Moon, Director, Office of Management and Budget
Leland Salomon, Assistant Director, Internal Services Department
Heidi Johnson-Wright, ADA Coordinator, Internal Services Department

CS



Miami-Dade County, Florida
General Operating Account

Wells Fargo Bank, N.A.
Miami, Florida 33131

108 -02763650

DATE	CHECK NUMBER
09/24/2013	02763650

11-24
1210

AMOUNT
9,184.00

VOID AFTER 6 MONTHS

NINE THOUSAND ONE HUNDRED
EIGHTY FOUR DOLLARS AND NO CENTS

CITY OF MIAMI SPRINGS
201 WESTWARD DR
MIAMI SPRINGS FL 33166-5259

NON - NEGOTIABLE

596000374 01

09/24/2013

108 02763650

DOCUMENT NUMBER
DESCRIPTION
VNID1300440501
WR-567409

DOC REF NUMBER

2012 13 FINES

AMOUNT

9,184.00 ✓

MIAMI-DADE
COUNTY

09/24/2013

9,184.00

Jan 9/24/13
CITY OF MIAMI SPRINGS ✓
201 WESTWARD DR
MIAMI SPRINGS FL 33166-5259 ✓

6



Miami Dade County
Check Request

WR-567409

Payable to

City of Miami Springs

Address

201 Westward Drive
Miami Springs, FL 33166

Dept / Div

ISD-ADA

Date

09/17/13

Contact Person

Edsel Abreu

Phone

375-4056

Lines
01

TC Hash
100

Payment Number
VA1015006405

Document Amount
9,184.00

Vendor Number
596000374-01

Tra	Document	Amount	Index Code	Sub	G/L	Subsid
1	100	9,184.00	ID01FINSEXP	29097		
FY2012-13 ADA Fines Distribution						
2						
3						
4						
5						
6						
7						
8						
Total		\$ 9,184.00				

I Certify That The Above Payment Is Necessary To Properly Conduct The Activities Of This Department

54:4 PM L1 DES CI

54:4 PM L1 DES CI

Authorized Signature
Joan Chin Nuke 9/17/13